



LOUISBURG
NORTH CAROLINA
Charming Since 1779

AGENDA
LOUISBURG TOWN COUNCIL
KARL T. PERNELL PUBLIC SAFETY COMPLEX
TRAINING CENTER
January 9, 2023

- | | |
|--|--------------------|
| 1. Roll Call | Perry |
| 2. Invocation | Mayor |
| 3. Pledge of Allegiance | Mayor |
| 4. Adoption of Agenda | Mayor |
| 5. Approval of Minutes | Mayor P.01 |
| December 22, 2022 Special Called Meeting | |
| 6. Presentation – The Congressional Caucus for Human Rights | Jenkins/Carr |
| 7. Discussion of Dates for Public Input regarding Depot Hill Project | Slayter |
| 8. Approval to Pay Retainage to Contractor's and related Sub-Contractor's
For work completed at Depot Hill | P.02
Medlin |
| 9. Administrator's Report | Medlin P.03 |
| 10. Mayor's Report | Mayor |
| 11. Police & Fire Report | Abbott/Lanham P.04 |
| 12. Public Comment | Mayor |
| 13. Council Comments | Mayor |
| 14. Adjourn | |

Town of Louisburg Special Called Meeting Minutes
December 28, 2022

The Louisburg Town Council met on Wednesday December 28, 2022 at 10:00am in the Council Chambers at Town Hall.

Mayor Christopher Neal welcomed everyone to the Special Called Meeting.

Roll Call

Mayor Christopher Neal, Town Administrator Sean Medlin, Town Clerk Pamela Perry, and Council Members Emma Stewart, Tom Clancy, Silke Stein and Betty Wright were present.

Invocation

Council Member Betty Wright gave the invocation.

Pledge of Allegiance

Mayor Christopher Neal asked everyone to remain standing for the Pledge of Allegiance.

Approval of Minutes

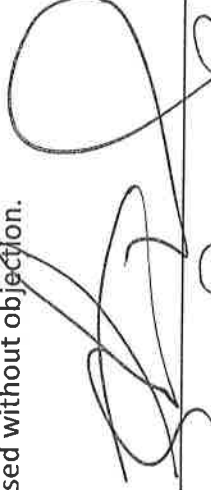
Mayor Neal called for a motion to approve the minutes from December 19, 2022 Regular, Public and Closed Meeting minutes.

Council Member Stein made the motion to approve the December 19, 2022 Regular, Public and Closed Meeting minutes. Council Member Wright seconded the motion. The motion passed without objection.

Adjournment

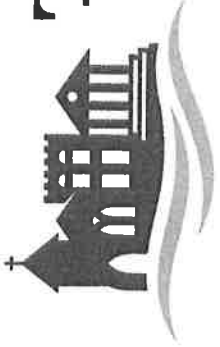
Council Member Clancy made a motion to adjourn. Council Member Stein second the motion to adjourn. The motion passed without objection.

Mayor Christopher Neal



Town Clerk Pamela Perry, NCCMC, CMC





TOWN of LOUISBURG

NORTH CAROLINA

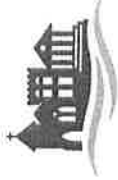
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TO: TOWN COUNCIL
FROM: Sean Medlin, Town Administrator
DATE: January 5, 2023
RE: Approval to Pay Retainage Related to Depot Hill

REQUEST: To Pay Retainage Related to Depot Hill.

BACKGROUND: The Louisburg Town Council previously voted to complete some roofing enclosures at Depot Hill that totaled approximately \$57K and then paused construction. We last paid the contractor in July 2022. One of several sub-contractors have reached out requesting final payment. Total retainage amounts to \$21,043.67. Of the \$21,043.67, \$750.00 would be issued to Rayo Construction, Inc., \$5,697.00 would be issued to Mechanical HVAC Services, Inc., and \$14,596.67 would be issued to S & S Enterprises.

COUNCIL ACTION: Approval of Pay Out of Retainage.



LOUISBURG
NORTH CAROLINA

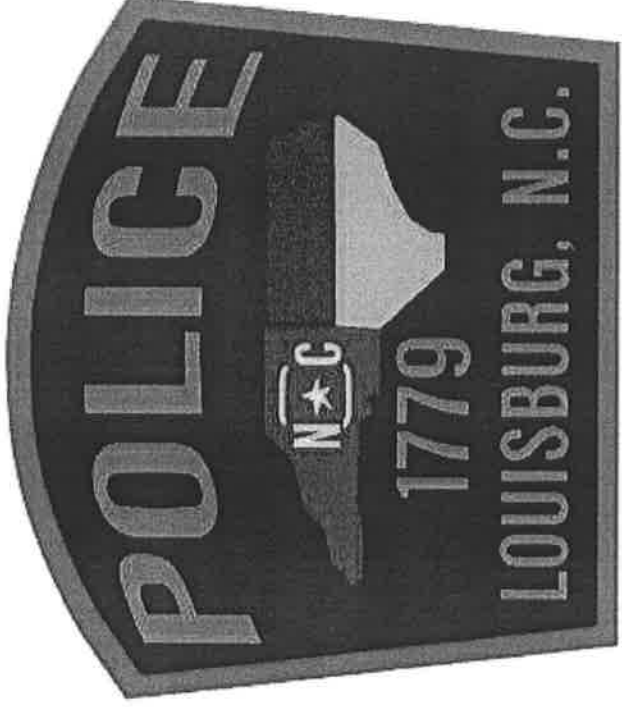
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MEMORANDUM

To: Mayor Christopher Neal and Town Council
From: Sean Medlin, Town Administrator
Subject: Administrator's Report
Date: January 5, 2023

- The Town's financials are forthcoming.
- CookOut has opened as of Friday, January 6, 2023.
- The position of Finance Director has been filled. Mr. Reuben Carden will assume the post on January 30, 2023.
- Town Hall will be closed in observance of Martin Luther King on Monday January 16, 2023.
- Met with Birch Appraisal on Monday, January 2, 2023 regarding 109 N Church St. Robert is scheduled to have a report by the February meeting.
- Colton Young, Parks and Recreation Director, has resigned effective February 3, 2023. I will get the job posting out immediately.
- I will be reaching out to Council members in the coming days to coordinate available dates for scheduling a strategic planning session and budget meetings.

**Louisburg Police Department
Public Monthly Report
January 2023**



Chief Jason Abbott

1. *Chief's Monthly Summary: January 2023*

-Given by Chief Abbott

2. Employee Actions and Recognitions

- SRO Shari Brinkley was honored for over 20 years of service with the Louisburg Police Department. Much of her time here has been serving our children at Terrell Lane Middle School where she is affectionately known as "OB".
- Officer Noah Bartholomew was recognized by the NC Criminal Justice Training & Education Standards Commission by receiving the NC Intermediate Law Enforcement Certificate. This certificate recognizes police officers in NC who achieve an accelerated level of education, training, and experience.

3. Recruiting & Retention

- The Department currently has three (3) Police Officer vacancies.

4. Community Tip

- With the holidays behind us and winter in full swing, we should prepare ourselves for the possibility of wintry weather on the roadways. Whether it's snow, sleet or ice, winter weather can cause extremely dangerous road conditions. We usually see an uptick in mv accidents in wintry weather. Preparing yourself – and your vehicle – for winter weather is key.
- The basics: It is harder to control your vehicle when in icy conditions so slow down, increase your following distance, and stay alert for other vehicles around you. Also, give plenty of room on the roadways for the DOT equipment such as snow plows and salt trucks. They often need extra room to operate.
- If you are stopped or stalled in your vehicle in wintry weather, stay focused on yourself and your passengers, your car, your surroundings, and call 911.
- You may notice a change in the performance of your tires. As the outside temperature drops, so does tire inflation pressure. Make sure each tire is filled to the vehicle manufacturer's recommended inflation pressure.
- Batteries: When the temperature drops, so does battery power. In cold weather, engines take more battery power to start, and electric and hybrid-electric vehicles' driving range can be reduced.
- Stock up: Carry items in your vehicle to handle common winter driving and supplies you might need in an emergency:
 - a snow shovel, broom, and ice scraper
 - abrasive material (sand) in case your vehicle gets stuck in the ice

- jumper cables, flashlight, and warning devices (flares and emergency markers)
- blankets for protection from the cold
- a cell phone and charger, water, food, and any necessary medicine.
- Avoid taking unnecessary risks. Some drivers take advantage of an empty snow covered Walmart parking lots to have a little fun and push the performance of their cars – spinning tires and donuts.

5. Complaints Against Officers and Findings

We had a gentleman, Mr. Hicks, in the audience at last month's Council meeting made a general complaint about an officer being rude and not showing an ID. I made contact with Mr. Hicks at the meeting and told him that what he described is not tolerated by this office. I gave him my card with my direct cell number, and I have still not heard back from him.

6. Use-of Force and Vehicle Pursuits

Officers were called to Sheetz to investigate a reported intoxicated individual asking customers for money and urinating in the parking lot. An officer was taking that individual into custody and the individual assaulted the officer by punching, kicking, and spitting on the officer. That officer exercised the highest degree of restraint and deployed minimal force to take the individual into custody. The individual continued to be combative and was restrained again at the jail after assaulting staff there. Our officer should be commended for his professionalism.

7. Operations & Notable Investigations

- We regularly work with staff at Maria Parham Franklin to meet our obligations in the processes of serving Involuntary Commitment Orders on patients at the ER and transfers to the Behavioral Health Unit.
- We continue to work security for school and college athletic events and concerts at the college. Officers were/are assigned to additional security details at several local businesses through the holidays.
- Officers are now providing security for the Louisville Rec League Basket Ball games at Louisville Elementary School. The season runs from December 10- January 14.
- We investigated a couple of business break-ins – one at the Franklin County School Bus Garage, and another at the maintenance shop at Louisville College. The suspect has been identified and he was arrested in Wake County last week.
- We continued to investigate a number of ongoing retail thefts primarily at Walmart, but at other establishments as well.

- We have increased our traffic enforcement primarily on Bickett Blvd, but in other areas as well, in an effort to increase traffic safety. We will be deploying an unmarked traffic enforcement car this month to help in this effort.
- The Cross Creek Charter School tracked back in today – we are providing a part-time SRO there.

8. Budget Summary

We are approximately 50% of the way through the fiscal year. I have not yet been provided with the percentage of encumbrance the FY 22/23 operating budget for December.

Grants – We have received the shipment of additional radar signs that we received through the Governor’s Highway Safety Program. We hope to have those up soon.

- The 2021/2022 USDA Police Car Loan/Grant has been finalized. All vehicles have finally come in. We should be closing this out soon.

9. Department Training Summary

- Officers are completing the SMI Radar/Lidar Class by performing the ride time with a certified operator.

10. Community Outreach and Special Events

- Officers helped a number of organizations with special Christmas events through the holidays. Much of this was covered in December’s report.
- Staff attended retirement celebrations for two long serving members of the clerk’s office – Annette Henderson and Loraine Harris.

11. Special Request:

None-

12. Monthly stats are attached.

Activity Log Event Summary (Cumulative Totals)

Louisburg Police Department

(12/01/2022 - 12/31/2022)

911 Hang-ups	8	Accident	30
Alarm Activation	29	Animal Complaint	3
Arrest	8	Arrest (Citation/Summons)	1
Arrest (WS)	3	Assault	4
Assist Motorist	12	Assist Other Department	3
B&E	2	Begging	2
Business Check	2	C&R Driver	4
Child Custody	3	Communicating Threats	1
County Assist	2	Customer Problems	4
Damage to Property	10	Dispute	9
Disturbance	7	Domestic	4
Escort	1	Escort (Funeral)	2
Escort (Security)	5	Found Property	6
Fraud	3	Funeral Escort	3
Harassment	1	Information/Assistance	3
Intoxicated Subject	1	Investigate	6
Larceny	11	Mental Patient	7
Missing Person	1	Missing Person-Located	1
Noise Complaint	4	Rescue	2
Runaway	2	Runaway-Located	1
Serve papers	5	Shoplifting	5
Shots Fired	1	Suicide Threat	1
Suspicious Vehicle/Subject	10	Traffic Control	1
Trespassing	5	TWO: Talk With Officer	16
Unlock car	39	Warrant	1
Wasted OCA Number	1	Welfare Check	10

Total Number Of Events: 306

Type of Calls In Town	January	February	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total Calls
Total Calls	22	15	29	32	27	25	23	31	20	36	27	30	317
Structure Fires / Cooking Fires	0	0	1	0	0	0	1	0	0	1	1	0	5
Motor Vehicle Crashes	8	4	3	7	12	5	7	3	5	9	6	14	83
Fire Alarms	5	3	13	11	6	5	6	9	6	14	9	8	95
Elec / Smoke Scare	2	2	0	1	1	2	2	4	0	1	2	1	18
Service / Medical / Good Intent	5	4	5	7	6	7	4	11	6	7	6	5	73
Cancelled Enroute	0	1	1	0	1	1	2	2	0	0	2	0	10
Brush Fires	0	1	2	2	0	2	1	0	1	1	0	0	10
Other Fires (car fire, gas leaks)	2	0	2	4	0	1	0	2	1	3	1	2	18
Weather Related (downed trees etc)	0	0	1	1	1	2	0	0	1	0	0	0	6
Total Calls	21	13	18	13	15	32	19	7	24	23	12	17	214
Structure Fires / Cooking Fires	1	1	1	2	1	2	0	0	0	1	2	3	14
Motor Vehicle Crashes	3	3	6	4	6	7	1	4	8	7	3	3	58
Fire Alarms	3	2	4	2	0	4	2	1	3	4	3	3	31
Elec / Smoke Scare	1	0	0	0	0	2	3	0	0	0	0	1	7
Service / Medical / Good Intent	5	2	2	0	2	5	4	0	7	7	2	2	38
Cancelled Enroute	1	0	1	0	1	3	2	0	4	0	1	0	13
Brush Fires	3	5	3	4	1	2	2	0	1	1	0	3	25
Other Fires (car fire, gas leaks)	1	0	1	1	1	2	2	1	0	1	1	0	11
Weather Related (downed trees etc)	3	0	0	0	3	5	3	1	1	2	0	2	20
Total Calls	43	28	47	45	42	57	42	38	44	59	39	47	531
Structure Fires	19												
Motor Vehicle Crashes	141												
Fire Alarms	126												
Elec / Smoke Scare	25												
Service / Medical / Good Intent	111												
Cancelled Enroute	23												
Brush Fires	35												
Other Fires(car fire, gas leaks)	29												
Weather Related Calls	26												

Type of Calls Outside of Town	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Smoke Alarms Installed	6	3	1	6	2	11	4	4	3	3	6	0	49
Child Safety Seat Installations	1	2	2	0	4	6	6	3	4	2	1	4	35
Emergency Call Outs (Elec/Public Works)			1	1	8	4	5	7	2	2	6	10	45